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What is claimed is:

- Computer apparatus for information retrieval,
   comprising:
  - a. a bus;
  - b. information storage accessible through said bus;
- c. a communications interface connected to said bus; and
- d. a processor connected to said bus, said processor configured to receive search queries over said communications interface, to process those queries against information stored in information storage, and to provide a list of terms used in search queries presented over a period of time to be selectively added to information stored in information storage.
- 2. Apparatus of claim 1 in which a term to be selectively added is added to a document or file as a meta-tag.
- 3. Apparatus of claim 2 in which a term to be selectively added is also added to an inverted index.
  - 4. An information retrieval system, comprising:
  - a. a network;

b. a plurality of users connected to said network.;
and

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c. at least one server connected to said network, said server providing search access to a plurality of documents and files stored on said server in response to search queries submitted by users, said server configured to provide a list of terms used in search queries over a period of time to be selectively added to information stored in information storage.

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- 5. Apparatus of claim 4 in which a term to be selectively added is added to a document or file as a meta-tag.
- 6. Apparatus of claim 5 in which a term to be selectively added is also added to an inverted index.
- 7. A method of enhancing information retrieval in an information retrieval system, comprising the steps of:
- a. providing an element for storing a list of queries submitted to a search engine;

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- b. providing an element for storing a list of terms used in those queries together with frequency of occurrence, and
- c. providing an element for selecting at least a portion of relatively high frequency search terms and

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processing each term of said portion for selective addition to documents or files stored in said system as a meta-tag.

- 8. The method of claim 7 in which processing each term of said portion comprises presenting the term to a user together with at least identifiers of a number of documents or files stored in said system containing said term.
- 9. The method of claim 8 in which said processing includes presenting the term to a user together with at least portions of a document identified by one of said identifiers.
- 10. The method of claim 9 in which said term is presented to a user with portions of a document in a graphical user interface having a user activatable function for adding a term to said document as a meta-tag.
- 11. The method of claim 7 further comprising the step of providing an element for selectively adding said term to said document as a meta-tag.

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12. The method of claim 11 further comprising the step of providing an element for adding information about the term added to said document as a meta-tag in an inverted index.

- 13. A method of enhancing information retrieval in an information retrieval system, comprising the steps of:
- a. providing an element for storing a list of terms used in queries together with frequency of occurrence, and
- b. providing an element for adding at least one term selected from said list based on frequency of occurrence to at least one document containing said term as a meta-tag.
- 14. A method of enhancing information retrieval in an information retrieval system, comprising the steps of:
- a. providing an element for generating a master term database of terms used in queries received by said information retrieval system over a period of time,
- b. providing an element for generating a new term list of terms used in queries received by said information retrieval system during a later period of time which are not in said master term list, and

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- c. using said master term list and said new term list as a source of terms for adding to documents containing those terms as a meta-tag.
- 15. The method of claim 14 in which at least one term selected from terms from said master term list is used to identify documents or files containing said term to which said term may be added as a meta-tag.
- 16. The method of claim 14 in which at least one term selected from terms from said master term list is used to identify only documents or files containing said term which have been created or modified since the last time the master term list was used to identify documents or files, to which said term may be added as a meta-tag.
- 17. The method of claim 15 in which said new term database is used to identify documents or files containing said term to which said term may be added as a meta-tag.
- 18. A method of enhancing information retrieval in an information retrieval system, comprising the steps of:
- a. providing an element for sorting query terms presented to the information retrieval system by frequency of occurrence; to provide a term list;

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- b. eliminating noise words and stop words from the term list;
- c. selecting a portion of said term list containing the highest frequency terms; and
- d. processing those highest frequency terms as candidates for inclusion in documents or files containing the terms as a meta-tag.
  - 19. A method of assisting a user in indexing a document the user created, comprising the steps of:
  - a. providing an element for extracting terms used in search queries presented to a search engine over a period of time; and
    - b. presenting those terms to said user.
  - 20. A method of enhancing information retrieval in an information retrieval system, comprising the steps of:
  - a. providing an element for identifying a document containing a term;
  - b. determining if said document contains subject matter related to said term; and
  - c. providing an element for adding said term to said document as a meta-tag if it does.
  - 21. A method of operating an information retrieval system, comprising the steps of:

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a. extracting terms used in search queries over a
period of time;

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- b. identifying documents or files containing at least one of said terms; and
- c. selectively adding said at least one of said terms to said document or file as a meta-tag.
- 22. The method of claim 21 in which said meta-tag is given more weight than other terms when ranking relevance of documents retrieved in response to a search query.
  - 23. A computer program product, comprising:
  - a. a memory medium; and
- b. a computer program stored on said memory medium, said computer program comprising instructions for storing a list of terms used in queries together with frequency of occurrence, and for adding at least one term selected from said list based on frequency of occurrence to at least one document containing said term as a meta-tag.
  - 24. A computer program product, comprising:
  - a. a memory medium; and
- b. a computer program stored on said memory medium, said computer program comprising instructions for generating a master term database of terms used in

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queries received by an information retrieval system over a period of time, for generating a new term list of terms used in queries received by said information retrieval system during a later period of time which are not in said master term list, and for using said master term list and said new term list as a source of terms for adding to documents containing those terms as a meta-tag.

- 25. A computer program product, comprising:
- a. a memory medium; and
- b. a computer program stored on said memory medium, said computer program comprising instructions for extracting terms used in search queries presented to a search engine over a period of time; and for presenting those terms to said user.
  - 26. A computer program product, comprising:
  - a. a memory medium; and
- b. a computer program stored on said memory medium, said computer program comprising instructions for extracting terms used in search queries over a period of time, for identifying documents or files containing at least one of said terms and for selectively adding said at least one of said terms to said document or file as a meta-tag.